



'11 JAN 31 P2:36 STATE PROCUREMENT OFFICE
NOTICE OF AMENDMENT TO EXEMPTION FROM CHAPTER
103D, HRS, CONTRACT

STATE PROCUREMENT OFFICE
STATE OF HAWAII

1. TO: Chief Procurement Officer
2. FROM: DOH/TSP/CDMCB/Tobacco Prevention and Education Program
Department/Division/Agency
3. Name of Contractor: Coalition for a Tobacco Free HI 4. P.E. Reference No. 09-115-D

5. Description of goods, services, or construction:
Please see Attachment A.

6. Scope of work for the contract is revised as follows:
There are no revisions to the original Scope of Services.

Original Contract Price: \$250,000

Amended Contract Price: \$750,000

7. Reason: This / These amendment(s) are necessary because:

The Tobacco Prevention and Education Program expects to receive a new award from the Centers for Disease Control and Prevention to run from March ~~26~~ 2011 to March ~~26~~ 2012. The extension of its contract with the Coalition is contingent upon the receipt of these federal funds. *30 dtk 29 dtk*

8. Direct questions to: Lola Irvin *Lola Chen* Phone: 586-4488

Agency shall ensure adherence to applicable administrative and statutory requirements.

9. Pursuant to § 103D-102, HRS, and § 3-120-5, HAR, I certify that the information provided above is, to the best of my knowledge, true and correct

for *Freddie J. Kelly*
Department Head *Interim* Director of Health Date *1/27/11*

Reserved for SPO Use Only

10. Date Posted: *2/1/11*

11. Submit written objections to this notice of intent to amend a procurement exemption contract within seven calendar days or as otherwise allowed from the above posted date to:
Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

Chief Procurement Officer's Comments:

SEE CPO COMMENTS ATTACHED AS PAGE 3.

12. ☒ APPROVED ☐ DISAPPROVED

Andrew J. Kelly
Chief Procurement Officer

5/5/2011
Date

13. P.E. No. *09-115-D*

Attachment A

5. Description of goods, services or construction:

29 ddk The Department of Health requests the extension of its exemption with the said Vendor (the Coalition for a Tobacco Free Hawaii [Coalition]) to run from March ~~28~~ 2011 to March ~~28~~ 2012 in order that the Coalition may continue to provide administrative and management services for the implementation of a community-based tobacco control intervention model recommended by CDC Best Practices. All of the elements in the existing request for the exemption are still in effect. In addition, the first year of the agreement has been audited by the Tobacco Prevention and Education Program and the invoices were found to be in order and the Coalition's spending was commensurate with the spending by the DOH. 30 ddk

The agreement has and will continue to:

- strengthen the capacity of local communities to build their tobacco control coalitions that facilitate collaboration among organizations for the prevention and control of tobacco use;
- facilitate the implementation of evidence-based interventions through community coalitions to reduce the health and economic burden of tobacco use, especially among populations experiencing health disparities and inequities;
- facilitate an integrated approach for organizational assets to be directed toward strengthening community resources in tobacco control.

The Coalition is a non-profit entity having a professional staff, a board of directors, and qualifying under section 501(c)(3) of the Internal Revenue Code of 1986, as amended. The DOH will provide up to \$250,000; the Vendor will also contribute up to \$75,000 (3.33 to 1 ratio) toward mutually identified outcomes. The aggregate funds will support the six community coalitions on each of the islands by which the Vendor will initiate a competitive RFP process for hiring local coordinators, funding community initiative projects, and managing support travel for statewide meetings.

CPO COMMENTS:

The department has determined that a partnership with the Coalition would best fulfill the goals of the department and that procurement by competitive means would not be advantageous because no other provider would be able to financially contribute to this effort by matching the department's total funding amount by at least 33.3% during the entire term of the contract. Approval is conditioned upon receipt of the matching funds in the amount equivalent to at least 33.3% of the total amount of award for the entire term of the contract.

This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply and award is required to be posted on the Awards Reporting System.

As a reminder, individual(s) participating in procurement activities are required to be in compliance with Procurement Delegation No. 2010-01 and Amendment 1, and Procurement Circular No. 2010-05, *Statewide Procurement Training*, as appropriate. As stated in Procurement Delegation No. 2010-01, Amendment 1, "... procurement requests submitted to the SPO from departmental personnel without written delegated procurement authority and the appropriate mandatory procurement training will be returned."